

**Texas Education Agency
Standard Application System (SAS)**

2014-2016 Technology Lending Program Grant		
Program authority:	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	FOR TEA USE ONLY Write NOGA ID here:
Grant period:	October 1, 2014, to August 31, 2016	<div style="writing-mode: vertical-rl; transform: rotate(180deg);"> RECEIVED TEXAS EDUCATION AGENCY 2014 MAY 12 PM 12:20 DOCUMENT CONTROL UNIT DISCRETIONARY GRANTS </div>
Application deadline:	5:00 p.m. Central Time, May 13, 2014	
Submittal information:	Four complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address: <div style="text-align: center;"> Document Control Center, Division of Grants Administration Texas Education Agency 1701 North Congress Ave Austin TX 78701-1494 </div>	
Contact information:	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

Schedule #1—General Information

Part 1: Applicant Information					
Organization name		County-District #	Campus name/#	Amendment #	
Bastrop ISD		011-901	Multiple		
Vendor ID #	ESC Region #	US Congressional District #		DUNS #	
24-6000230	13	27 & 10		021558937	
Mailing address			City	State	ZIP Code
906 Farm St.			Bastrop	TX	78602
Primary Contact					
First name	M.I.	Last name		Title	
John	T	Korb		Technology Director	
Telephone #	Email address		FAX #		
512 321 2292	jkorb@bisdtx.org		512 332 0401		
Secondary Contact					
First name	M.I.	Last name		Title	
Tessie		Young		Dir. of Compliance & Grants	
Telephone #	Email address		FAX #		
512 321 2292	tyoung@bisdtx.org		512 332 0401		

Part 2: Certification and Incorporation

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
Steve		Murray	Superintendent
Telephone #		Email address	FAX #
512 321 2292		smurray@bisdtx.org	512 321 7469
Signature (blue ink preferred)		Date signed	

Steve Murray

5/12/14

Only the legally responsible party may sign this application.

701-14-107-069

Schedule #1—General Information (cont.)

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input checked="" type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Supplies and Materials (6300)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Other Operating Costs (6400)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Capital Outlay (6600/15XX)	<input type="checkbox"/>	<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
---	----------------	--

No fiscal-related attachments are required for this grant.

#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
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No program-related attachments are required for this grant.

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>General and Fiscal Guidelines</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>program guidelines for this grant</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with all <u>General Provisions and Assurances</u> requirements.
<input checked="" type="checkbox"/>	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all <u>Debarment and Suspension Certification</u> requirements.

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the applications is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicants assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-February 1, 2015), and that 100% of the funds will be expended no later than the end of the 1 st year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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Schedule #4—Request for Amendment

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Part 1: Submitting an Amendment

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). Do not submit this schedule with the original grant application. Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail *or* by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Division of Grants Administration, Texas Education Agency, 1701 N. Congress Ave., Austin TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-7915.

The last day to submit an amendment to TEA is listed on the TEA Grant Opportunities page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

Part 2: When an Amendment Is Required

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend" guidance posted in the Amendments section of the Division of Grants Administration [Grant Management Resources](#) page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

Part 3: Revised Budget

			A	B	C	D
#	Schedule #	Class/ Object Code	Grand Total from Previously Approved Budget	Amount Deleted	Amount Added	New Grand Total
2.	Schedule #8: Contracted Services	6200	\$	\$	\$	\$
3.	Schedule #9: Supplies and Materials	6300	\$	\$	\$	\$
4.	Schedule #10: Other Operating Costs	6400	\$	\$	\$	\$
5.	Schedule #11: Capital Outlay	6600/ 15XX	\$	\$	\$	\$
6.	Total direct costs:		\$	\$	\$	\$
7.	Indirect cost (%):		\$	\$	\$	\$
8.	Total costs:		\$	\$	\$	\$

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By TEA staff person:

Schedule #4—Request for Amendment (cont.)

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Part 4: Amendment Justification

Line #	# of Schedule Being Amended	Description of Change	Reason for Change
1.			
2.			
3.		N/A	
4.			
5.			
6.			
7.			

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Schedule #5—Program Executive Summary

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

District Mission and Goals: The mission of Bastrop Independent School District is to motivate and ignite passion for life-long learning and successfully prepare all students to compete globally by ensuring engagement in a diverse, rigorous, and relevant learning experience that incorporates 21st Century Skills. The Technology Lending Program will help provide personal learning experiences in diverse environments by providing personal devices with 24/7 access to the internet to economically disadvantaged students throughout the district. Exposure to online digital content and resources will assist students as they gain 21st century skills, better preparing them for post secondary occupations.

Utilization of Electronic Instructional Materials: The chart below provides a breakdown of the grade-level subject areas and digital content that will be utilized at each of the campuses to support Technology Lending:

	Purpose	ELA	Math	Science	Social Studies	Grade Level
Google Apps for Education (GAPE)	Can be used to send emails, create content (documents, spreadsheets, forms, presentations, etc.), organize their time in a calendar, and create communication tools, such as websites.	✓	✓	✓	✓	5-12
Discovery Education	Provides access to Discovery Education Streaming resources. Includes access to teacher lesson plans and worksheets.	✓	✓	✓	✓	5-12
Classroom WebPages	Provides students with homework assignments, objectives and calendars, classroom syllabus, and shared resources.	✓	✓	✓	✓	5-12
Online Curriculum	Provides digital access to class textbooks and online curriculum.	✓	✓	✓	✓	5-12
My Virtual Reading Coach	Provides unique and effective reading solutions that motivate students to be active participants.	✓				5-12

Prioritization of Campus Need:

	Grades 5-6		Grades 7-8			Grades 9-12		
	Reading	Math	Reading	Math	Writing	Reading	Math	Writing
STATE	41%	34%	41%	34%	32%	41%	34%	32%
BHS						36%	27%	25%
CCHS						37%	26%	25%
BMS			42%	34%	23%			
CCMS			36%	38%	18%			
BIS	39%	34%						
CCIS	33%	34%						

Source: 2012-2013 TX Academic Performance Report

STAAR % AT FINAL LEVEL II OR ABOVE – ALL GRADES

Disaggregation of campus data in the chart above revealed that 6 campuses demonstrated a need for improvement in the areas of reading and writing to reach projected State Standards. If awarded the district will target these 6 campuses and utilize any funds obtained through the TLPG grant to ensure targeted students can access literacy tools via campus based lending.

Professional Development: To provide a 21st Century education to students, professional development opportunities have been provided to all campus teachers. This includes technology applications skills identified by the SBEC Technology Applications Standards, especially those skills that support lesson planning, classroom management, and administrative tasks. To meet the needs of Texas students and prepare them for success in the 21st Century, the district has devoted significant time and resources to the adequate preparation of on-going professional development for teachers. In addition, each teacher has attended professional development training on the use of the digital content being utilized in his or her classroom. This initiative is responsive to the needs of teachers because it provides content-focused strategies and technology tools appropriate for each subject area and grade level.

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Infrastructure: The district's hardware, software, and human infrastructure is capable of supporting the Technology Lending Program. The infrastructure of each campus will be the critical element in the success of the program. Each campus has the hardware available and the connecting peripherals such as the network connections and the resulting communications capabilities to enable the devices to function properly. The software being utilized by the district to provide digital instruction reflects up-to-date knowledge from scientifically based research and effective practices. Campus staff and district staff are well versed in troubleshooting, support, and maintenance of devices.

Internet Access to the Homes of Students: In order to meet the requirements of the Technology Lending Program Grant the district will provide residential Internet access for students, particularly Economically Disadvantaged students, who check out equipment as part of the Technology Lending Program. Because the district encompasses large rural areas, hard-lined internet access is not always available. To address this issue, internet access will be provided via 3G wireless cards imbedded in each device. By utilizing pre-existing 3G wireless infrastructure, students will be able to overcome barriers that resulted from a lack of wired infrastructure in their rural communities. Students will use the 3G network coverage area to gain access to the internet during off campus hours, at home, on the bus, or when traveling throughout the state.

Competing Need: By default students without access to a device will seek out the TLPG devices to complete district curricular requirements; however, technology lending agreements will be reviewed and students identified as Economically Disadvantaged will be given priority in cases where multiple students seek use of the device.

Grant Administration: Students interested in participating in the Technology Lending Program Grant learn about its availability through campus communication and outreach. Interested students will obtain a Technology Lending Program Agreement from the campus-based media specialist. The Technology Lending Agreement was developed in accordance to the required guidelines of the TLPG Grant. In order for any student to be eligible to obtain a portable device, the student's parent or guardian must first sign and return the District Technology Lending Agreement, which provides that the student and the parents/guardians agree not to misuse the equipment and instead use it in an environment that promotes the safe and protected use of the equipment.

Once a Lending Agreement is on file the student will have the ability to checkout a Chromebook from the library for a one week period. Media specialists will utilize a barcode scanning system and the Destiny Checkout program to maintain an inventory of devices. Students are expected to treat the device as any other instructional item, return it on time, and keep the device in good working order.

Per district Responsible Use Policy the user is required to maintain the device in good working order and use it appropriately. The Campus Media Specialist will maintain checkout logs, lending agreements, and perform basic maintenance checks. The Coordinator of Digital Learning will consult with Media Specialist regarding program implementation and areas of need. The technology coordinator will ensure maintenance and support for devices is responsive and appropriate.

Curriculum Alignment: To support a 21st Century education to students, the state requires integration of technology applications skills identified by the SBEC Technology Applications Standards, especially those skills that support lesson planning and curriculum integration. The district has dedicated staff and time to development of professional learning communities (PLCs) committed to aligning state standards with curriculum. A district instructional specialist is assigned to each PLC to support integration of state standards. An emphasis has been placed on developing technology competency among all instructional specialists and ensuring a portion of district PLC time is dedicated to tech apps integration.

Evaluation: In order to ensure the grant is being administered appropriately, the district will utilize data from various sources, including: Destiny Checkout Data, PEIMS Data, Lesson Plans, Surveys, Internet Provider Data, Course Schedules, and the Technology Lending Agreement. Employing the data listed, the primary project personnel will determine the level of the curriculum and instruction that is applied; the strengths and weaknesses of the program; recommendations for modifying or improving the program as a result of on-going evaluation activities; and the level of compliance. This formative process will provide the opportunity to identify and correct problems during the grant cycle. This data will provide the avenue to determine performance outcome. The technology director will meet with the relevant district and campus personnel to develop an action plan to strengthen and improve the program based on the data.

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Schedule #6—Program Budget Summary

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32

Grant period: October 1, 2014, to August 31, 2016

Fund code: 410

Budget Summary

Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost	
Schedule #8	Professional and Contracted Services (6200)	6200	\$65,000	\$	\$65,000	
Schedule #9	Supplies and Materials (6300)	6300	\$26,000	\$	\$26,000	
Schedule #10	Other Operating Costs (6400)	6400	\$9,000	\$	\$9,000	
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	\$	\$	\$	
Total direct costs:			\$	\$	\$	
Percentage% indirect costs (see note):			N/A	\$	\$	
Grand total of budgeted costs (add all entries in each column):			\$100,000	\$	\$100,000	

Administrative Cost Calculation

Enter the total grant amount requested:

\$100,000

Percentage limit on administrative costs established for the program (15%):

× .15

Multiply and round down to the nearest whole dollar. Enter the result.

This is the maximum amount allowable for administrative costs, including indirect costs:

\$

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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Schedule #8—Professional and Contracted Services (6200)

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

Expense Item Description		Grant Amount Budgeted	
6269	Rental or lease of buildings, space in buildings, or land. Specify purpose:	\$	
6299	Contracted publication and printing costs (specific approval required only for nonprofits) Specify purpose:	\$	
62XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:	\$	
	<input type="checkbox"/> Salaries/benefits		<input type="checkbox"/> Other:
	<input type="checkbox"/> Networking (LAN)		<input type="checkbox"/> Other:
	<input type="checkbox"/> Computer/office equipment lease		<input type="checkbox"/> Other:
	<input type="checkbox"/> Building use		<input type="checkbox"/> Other:
	<input type="checkbox"/> Copier/duplication services		<input type="checkbox"/> Other:
	<input type="checkbox"/> Telephone		<input type="checkbox"/> Other:
	<input type="checkbox"/> Administrative		<input type="checkbox"/> Other:
Subtotal of professional and contracted services (6200) costs requiring specific approval:		\$	

Professional Services, Contracted Services, or Subgrants Less Than \$10,000

#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted
1	Device Warranty	<input type="checkbox"/>	\$6000
2	Cases	<input type="checkbox"/>	\$3000
3		<input type="checkbox"/>	\$
4		<input type="checkbox"/>	\$
5		<input type="checkbox"/>	\$
6		<input type="checkbox"/>	\$
7		<input type="checkbox"/>	\$
8		<input type="checkbox"/>	\$
9		<input type="checkbox"/>	\$
10		<input type="checkbox"/>	\$

Subtotal of professional services, contracted services, or subgrants less than \$10,000:

\$9000

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000

Specify topic/purpose/service: 3G Wireless Internet Service		<input type="checkbox"/> Yes, this is a subgrant
Describe topic/purpose/service: 3G Wireless Internet Service to enable internet on Chromebooks.		
Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
1	Contractor's payroll costs # of positions: 0	\$0
	Contractor's subgrants, subcontracts, subcontracted services	\$0
	Contractor's supplies and materials	\$0
	Contractor's other operating costs	\$65000
	Contractor's capital outlay (allowable for subgrants only)	\$0
Total budget:		\$65000

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Schedule #8—Professional and Contracted Services (6200)		
County-District Number or Vendor ID: 011-901		Amendment number (for amendments only):
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)		
Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:	\$65000	
Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:		
Subtotal of professional services, contracted services, or subgrants less than \$10,000:	\$9000	
Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:	\$65000	
Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:		
(Sum of lines a, b, c, and d) Grand total	\$74000	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #9—Supplies and Materials (6300)

County-District Number or Vendor ID: 011-901

Amendment number (for amendments only):

Expense Item Description

63XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:					Grant Amount Budgeted	
	<input type="checkbox"/>	Print shop fees	<input type="checkbox"/>	Technology-related supplies			
	<input type="checkbox"/>	Postage	<input type="checkbox"/>	Other:			
	<input type="checkbox"/>	Copy paper	<input type="checkbox"/>	Other:			
6399	Technology Hardware—Not Capitalized					Grant Amount Budgeted	
	#	Type	Purpose	Quantity	Unit Cost		
	1	3G Chromebook	Technology Lending	60	433.34		
	2				\$		
	3				\$		
	4				\$		
	5				\$		
6399	Technology software—Not capitalized					\$	
6399	Supplies and materials associated with advisory council or committee					\$	
Subtotal supplies and materials requiring specific approval:						\$26000	
Remaining 6300—Supplies and materials that do not require specific approval:						\$	
Grand total:						\$26000	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #10—Other Operating Costs (6400)			
County-District Number or Vendor ID: 011-901			Amendment number (for amendments only):
Expense Item Description			Grant Amount Budgeted
64XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be used by ESC when ESC is the applicant. Check all that apply:		\$
	<input type="checkbox"/> ESC-owned vehicle usage	<input type="checkbox"/> Other:	
	<input type="checkbox"/> Insurance	<input type="checkbox"/> Other:	
6411	Out-of-state travel for employees (includes registration fees)		\$
	Specify purpose:		
6412	Travel for students (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations.		\$
	Specify purpose:		
6413	Stipends for non-employees (specific approval required only for nonprofit organizations)		\$
	Specify purpose:		
6419	Travel for non-employees (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations		\$
	Specify purpose:		
6411/ 6419	Travel costs for executive directors (6411); superintendents (6411); or board members (6419): Includes registration fees		\$
	Specify purpose:		
6429	Actual losses that could have been covered by permissible insurance		\$
6490	Indemnification compensation for loss or damage		\$
6490	Advisory council/committee travel or other expenses		\$
6499	Membership dues in civic or community organizations (not allowable for university applicants)		\$
	Specify name and purpose of organization:		
6499	Publication and printing costs—if reimbursed (specific approval required only for nonprofit organizations)		\$
	Specify purpose:		
Subtotal other operating costs requiring specific approval:			\$
Remaining 6400—Other operating costs that do not require specific approval:			\$
Grand total:			\$

In-state travel for employees does not require specific approval. Field trips consistent with grant program guidelines do not require specific approval. See [TEA Guidelines Related to Specific Costs](#) for more information about field trips. For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #11—Capital Outlay (6600/15XX)

County-District Number or Vendor ID: 011-901

Amendment number (for amendments only):

15XX is only for use by charter schools sponsored by a nonprofit organization.

#	Description/Purpose	Quantity	Unit Cost	Grant Amount Budgeted	
6669/15XX—Library Books and Media (capitalized and controlled by library)					
1		N/A	N/A	\$	
66XX/15XX—Technology hardware, capitalized					
2			\$	\$	
3			\$	\$	
4			\$	\$	
5			\$	\$	
6			\$	\$	
7			\$	\$	
8			\$	\$	
9			\$	\$	
10			\$	\$	
11			\$	\$	
66XX/15XX—Technology software, capitalized					
12			\$	\$	
13			\$	\$	
14			\$	\$	
15			\$	\$	
16			\$	\$	
17			\$	\$	
18			\$	\$	
66XX/15XX—Equipment, furniture, or vehicles					
19			\$	\$	
20			\$	\$	
21			\$	\$	
22			\$	\$	
23			\$	\$	
24			\$	\$	
25			\$	\$	
26			\$	\$	
27			\$	\$	
28			\$	\$	
66XX/15XX—Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life					
29				\$	
Grand total:				\$	

For a list of unallowable costs, as well as guidance related to capital outlay, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds															
County-district number or vendor ID: 011-901										Amendment # (for amendments only):					
Part 1: Student Demographics. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.															
Total enrollment:										5215					
Category	Number	Percentage	Category										Percentage		
African American	369	N/A	Attendance rate										95.1%		
Hispanic	2560	N/A	Annual dropout rate (Gr 9-12)										1.1%		
White	2124	N/A	TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)										N/A		
Asian	21	N/A	TAKS commended 2011 performance, all tests (sum of all grades tested)										N/A		
Economically disadvantaged	3410	66.95%	Students taking the ACT and/or SAT										N/A		
Limited English proficient (LEP)	478	10.26%	Average SAT score (number value, not a percentage)										N/A		
Disciplinary placements	243	4.25%	Average ACT score (number value, not a percentage)										N/A		
Comments															
Demographic data applies to the 6 campus participating in the grant: Bastrop High School, Cedar Creek High School, Bastrop Middle School, Cedar Creek Middle School, Bastrop Intermediate School and Cedar Creek Intermediate School.															
Part 2: Students to Be Served with Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.															
School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Public							705	687	720	679	886	521	584	559	5341
Open-enrollment charter school															
Public institution															
Private nonprofit															
Private for-profit															
TOTAL:							705	687	720	679	886	521	584	559	5341

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Schedule #13—Needs Assessment

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievements and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Need Assessment Process: District and campus administrators review the Technology Lending Program Grant (TLPG) guidelines in order to understand the goals and objectives of the program. In addition, the District Technology Plan, district demographic data, district/campus STaR Charts, and campus surveys were also reviewed to determine whether the district had a need for the TLPG program. Once it was determined the district had a substantial need to apply for this grant, a needs assessment was conducted for each campus to determine the following.

Which campuses had the greatest need;

Which subject areas required the most assistance; and

Which grade levels would benefit more from access to the technology?

Campus Priority Based on Subject Area and Grade Level:

	Grades 5-6		Grades 7-8			Grades 9-12		
	Reading	Math	Reading	Math	Writing	Reading	Math	Writing
STATE	41%	34%	41%	34%	32%	41%	34%	32%
BHS						36%	27%	25%
CCHS						37%	26%	25%
BMS			42%	34%	23%			
CCMS			36%	38%	18%			
BIS	39%	34%						
CCIS	33%	34%						

Source: 2012-2013 TX Academic Performance Report

STAAR % AT FINAL LEVEL II OR ABOVE – ALL GRADES

Existing Needs: Disaggregation of campus data in the chart above revealed that 6 campuses demonstrated a need for improvement in the areas of reading and writing to reach projected State Standards. If awarded the district will target these 6 campuses and utilize any funds obtained through the TLPG grant to ensure targeted students can access literacy tools via campus-based lending.

Current Technology Lending Equipment: Currently, the district maintains a 3:1 student to computer ratio. This ratio includes primarily campus-based technology and provides limited access to devices outside of the school. TLPG funds are needed to provide 24/7 access to devices and internet services. The district currently implements a technology lending program through the libraries at its middle and high school campuses, utilizing resources from the initial 2012 TLPG grant. Funds are needed to provide internet access and expand access to devices.

Number of Students Needing Equitable Access to Lending Equipment and Residential Internet Access: In order to determine the number of students who would require access to the technology purchased through grant funds, the district first reviewed the number of students per campus and grade level who were classified as Economically Disadvantaged. This data was compared to students' school logs that have been collected for:

Technology checkout;

Technology used in the library; and

Technology used in computer lab outside of regular class schedule.

Finally, the district cross-referenced students' files to determine the number of students that had siblings enrolled in the district. This data was used to create a profile of how many students could potentially benefit from use of the shared technology and internet access at home.

To further maximize technology utilization, the district has implemented a Bring Your Own Technology (BYOT) Program at each campus. This allows any students to utilize their own devices at school or at home allowing lending devices to be utilized by students with the greatest need.

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Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Access to technology	Students interested in participating in the Technology Lending Program Grant learn about its availability through campus communication and outreach. Interested students will obtain a Technology Lending Program Agreement from the campus-based media specialist. Once a Lending Agreement is on file the student will have the ability to checkout a chromebook from the library. By default students without access to a device will seek out the TLPG devices to complete district curricular requirements; however, technology lending agreements will be reviewed and students identified as Economically Disadvantaged will be given priority in cases where multiple students seek use of the device.
2.	Internet access	District geography encompasses an area 433 square miles. Because the district encompasses large rural areas, hard-lined internet access is not always available. To address this issue, internet access will be provided via 3G wireless cards imbedded in each device. By utilizing pre existing 3g wireless infrastructures, students will be able to overcome barriers that resulted from a lack of wired infrastructure in their rural communities. Students will use the 3G networks coverage area to gain access to the internet during off campus hours, at home, on the bus, or when traveling throughout the state.
3.	Reading and Writing	District instructional specialists will design robust curriculum that utilizes district technologies to support reading and writing. Teachers and students engage with digital course content as part of the district required curriculum. The district will also purchase web-based applications to provide tiered support to struggling students. The district also provides leveled instruction via applications accessible from home and school.
4.	Checkout and Inventory	Students must complete the Technology Lending Agreement, have their parents review the information and sign the document, and then return the document to the Campus Media Specialist. Librarians will utilize a barcode scanning system and the Destiny Checkout program to maintain an inventory of devices. District media specialist (Librarians) will utilize the district checkout system, Destiny, to input devices into inventory and manage

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Schedule #14—Management Plan

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Technology Director	2012-2013 Technology Lending Program Grant administration, Masters in Academic Administration, experience coordinating and delivering district lending programs
2.	Technology Coordinator	2012-2013 Technology Lending Program Grant administration, purchasing, quotes, maintenance, and inventory of grant equipment.
3.	Coordinator of Digital Learning	Lending program administration, Masters in Instructional Technology or related field, ability to support and deliver district lending programs via aid of campus media specialists.
4.	Media Specialists	Experience during 2013-2014 school year with continued administration of initial 2012-2013 TLPG grant. Information Sciences or related degree, equipment checkout experience.

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	Ensure anytime/anywhere access to technology-based learning by providing appropriately configured personal devices.	1. Purchase devices to be utilized by students.	09/04/2014	11/30/2014
		2. Activate filters to ensure safe and appropriate access for student users.	09/04/2014	11/30/2014
		3. Install appropriate applications so students can access and complete assignments.	09/04/2014	11/30/2014
2.	Expedite the distribution of technology to all identified students.	1. Revise and implement technology Lending Grant Form.	11/01/2014	11/30/2014
		2. Communicate with parents via, website, social media, and newspaper concerning rules and regulations for proper use of technology equipment and internet access.	11/01/2014	11/30/2014
		3. Distribution of technology to students	11/01/2014	08/31/2016
3.	Ensure all technology is regularly maintained to guarantee maximum efficiency and use by all students.	1. Perform regular spot checks of all devices upon return from checkout.	11/01/2014	08/31/2016
		2. Submit work tickets for damaged devices for warranty replacement.	11/01/2014	08/31/2016
		3. Monitor & document i device usage.	11/01/2014	08/31/2016
4.	Support teacher in developing classroom websites and online resources to share and establish regular communication with parents and students.	1. Continue to ensure teachers update and maintain classroom websites.	11/01/2014	08/31/2016
		2. Continue to collaborate with PLCs to ensure integration of Tech Apps TEKS in the curriculum.	11/01/2014	08/31/2016
		3. Utilize district social media policy to ensure collaboration and communication with parents and students.	11/01/2014	08/31/2016
5.	Monitor and evaluate program for effective implementation.	1. Create a report identifying outstanding practices and challenges along with recommended strategies to address issues.	05/31/2015	07/31/2015

Grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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Schedule #14—Management Plan (cont.)

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Ongoing Monitoring for Participating Campuses:

The district's technology director will monitor the implementation of this proposed program on an on-going basis to ensure successful completion of activities according to the proposed timelines. In addition, the technology director will create a SWOT report that identifies outstanding practices and possible challenges while implementing the model. Each challenge will include recommended strategies to address the challenge.

Feedback and Continuous Improvement:

Principals at all participating campuses will meet regularly with staff to collect qualitative feedback pertaining to the implementation of the TLPG. Meeting the needs of economically disadvantaged students is a high priority for the district. As such, campus media specialist will seek feedback from student users to determine effectiveness of device when used outside of the school environment. This feedback will be essential in monitoring the programs effects on student performance and interactivity with the selected technology. After considering teacher, staff, administrator, and student input, the primary project personnel will determine whether *adjustments* need to be made to the program.

Addressing Program Adjustments:

Any adjustments made to the TLPG grant implementation will be communicated to participating campus via email and scheduled meetings. Emails will be sent to all campus staff and students. Updates will be posted to the district website for parents. All efforts will be made to communicate with parents in English and Spanish.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Related On-going and Existing Efforts:

The district currently implements a technology lending program through the libraries at its Middle and High School campuses, utilizing resources from the initial TLPG grant. Additionally, the district has sought community partnerships to provide free internet access for students and parents outside of the regular school day at campuses and local businesses.

Maximizing the Effectiveness of Grant Funds:

The district has taken action to align assets such as software, personnel, materials, and facilities to maximize TLPG resources. A close relationship has been established between technology and instructional staff to provide quality instruction to the campus teachers and students. The districts and campuses will coordinate federal, state, and local funds to better serve the needs of their teachers and students. Technology purchased with these funds will be utilized to support students and teachers in extending the classroom beyond the regular school day. Professional development funds from Title I and local funding will help support technology integration in the classroom. These combined resources will help ensure the continuation of program beyond the grant funding end date.

Campus Commitment to Success:

Participating campuses will utilize the following actions to ensure program success:

- Professional Development & Training – The campus will ensure that all staff is proficient in basic Technology Applications TEKS, encouraging staff participation in annual PD on related topics.
- Campus-Based Support Personnel – Media Specialist will provide a campus-based support for grant implementation and sustainability.
- Internet Access – Devices will be enabled for anytime/anywhere access as needed for instruction.
- Open-Door Policy – Campus administrators will maintain an open door policy to encourage staff, parents, and students to voice concerns pertaining to the TLPG Program.

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Schedule #15—Project Evaluation

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment
1.	Destiny Checkout Data	Number and percentage of students who checked out a device as part of the TLPG program.
2.	PEIMS Data	Number and percent of eligible Economically Disadvantaged students participating in the TLPG Program.
3.	Technology Lending Agreement	Identify the number and percentage of students who have siblings enrolled in the district who also benefited from the TLPG program.
4.	Course Schedules	Number and names of courses using digital content at each participating campus.
5.	Teacher Lesson Plans	Number and percent of teachers at each participating campus assigning work to students as a result of the TLPG Program.
6.	Internet Provider Data	Number and percent of eligible Economically Disadvantaged students who received Internet access outside of the school day
7.	Surveys	Ratio of technology devices to students needing devices at each participating campus.

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Identifying and Correcting Problems:

Utilizing the data above, the primary project personnel will determine the level of the curriculum and instruction that is utilized; the strengths and weaknesses of the program; recommendations for modifying or improving the program as a result of on-going evaluation activities; and the level of compliance. This formative process will provide the opportunity to identify and correct problems during the grant cycle. This data will provide the avenue to determine performance outcome.

Analysis of Strengths and Weaknesses:

An analysis will be conducted to analyze the Strengths, Weaknesses, Opportunities, and Threats (SWOT) to the TLPG Program. The analysis will utilize the objectives of the program to identify the internal and external factors that are favorable and unfavorable for each objective. Areas to be examined include:

Strengths: characteristics of the program that give it an advantage;

Weaknesses: characteristics that place a disadvantage;

Opportunities: external chances to improve performance; and

Threats: external elements that could cause trouble for the program.

Once the analysis is completed, the district will address the areas of weaknesses and threats. The technology director will meet with the relevant district and campus personnel to develop an action plan to strengthen and improve the program. The technology director will follow-up with each individual to ensure appropriate actions are being implemented.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Expanding Existing Technology Lending Program:

The district is currently implementing a Technology Lending Program via libraries at the Middle and High School campuses. The participating campuses have chromebooks available for checkout through the libraries. These chromebooks are supplemented by campus based devices and the district BYOT policy. 3G Wireless access is available on the chromebooks, but not currently supported due to lack of funding. Though beneficial our lending program needs to grow to support students in areas where internet access is not readily available.

In order to facilitate the TLPG Program, the district will notify parents of the availability of portable devices to be checkout for the entire school year. Parents interested in checking out a portable device for their child will be required to complete a District Technology Lending Agreement, which provides that the student and the parents/guardians agree not to misuse the equipment and instead use it in an environment that promotes the safe and protected use of the equipment.

Once the parent/guardian has signed and returned the District Technology Lending Agreement, the student will be issued a device, which will include the power cord and carrying case.

Each device will be supported by wireless 3g internet in order to provide internet to student without access at home. This will enable students to access electronic instructional materials from home.

Funds obtained through the TLPG Program will be utilized to purchase:

- Portable Chromebooks;
- Carrying cases;
- 3g Wireless Internet Access

Grant funds will also be used to purchase a multi-year warranty support that will cover equipment for up to four years. The multi-year premium will be included in the initial cost of the device. This will extend the life expectancy of the devices, thus allowing more students to benefit from the use of the devices. These additional resources along with the current available technology will ensure the budget adequately supports the activities outlined in the proposed program and that the district is able to meet the goals and objectives of this proposal.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

Statutory Requirement 2: If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Cohesive Usage of Funding:

The 2012 TLPG funded purchase of devices and 3G internet access for 150 students at Bastrop Independent School District's two high schools. Following the grant implementation, funding to maintain internet access was no longer available. It was decided that with a greater emphasis on BYOT at our middle school and high school campuses devices should be provided to support students without access to BYOT tools. Campus based technologies were purchased using district funds and the TLPG devices were distributed for checkout from campus libraries to students who did not have BYOT devices. Economically disadvantaged students became the primary users of these devices by default, lacking access to devices or internet service at home.

Funding from the 2014 TLPG will provide internet access outside of school for this current checkout program. Funds will also be utilized to reinstitute 3G access on the some of the 2012 devices, providing more opportunities for students to access an anytime/anywhere internet ready device.

The library checkout system also provides the means for the devices to reach a large population of students. While the initial 2012 TLPG grant was limited only to the 150 participants, the 2014 TLPG grant will have an opportunity to provide access for all students throughout the school. By utilizing a shared model and more internet ready devices provided by funding from multiple TLPG program years, the percentage of accessible Economically Disadvantaged students expands exponentially.

Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

TEA Program Requirement 2: Applicant must describe how it will prioritize campuses with the highest need for a technology lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

TLP Prioritization of Highest Need Campuses:

The district conducted a needs assessment on each of their campuses in order to determine which campuses had the greatest need; which subject areas require the most assistance; and which grade levels would benefit most from the technology. Information that was collected to determine the campus level of need included: TAKS scores, % of Economically Disadvantaged students by grade level, and amount of technology available for student use above and beyond the regular school day. Based on the findings, it was determined that Bastrop High School, Cedar Creek High School, Bastrop Middle School, Cedar Creek Middle School, Bastrop Intermediate School, and Cedar Creek Intermediate School displayed the highest levels of need.

Campus Priority Based on Subject Area and Grade Level:

	Grades 5-6		Grades 7-8			Grades 9-12		
	Reading	Math	Reading	Math	Writing	Reading	Math	Writing
STATE	41%	34%	41%	34%	32%	41%	34%	32%
BHS						36%	27%	25%
CCHS						37%	26%	25%
BMS			42%	34%	23%			
CCMS			36%	38%	18%			
BIS	39%	34%						
CCIS	33%	34%						

Source: 2012-2013 TX Academic Performance Report

STAAR % AT FINAL LEVEL II OR ABOVE – ALL GRADES

Access To Lending Equipment and Internet Among Students with Greatest Need:

To ensure that all students at each targeted campus have equitable access to technology and digital content anytime/anywhere, the district will purchase portable devices that will be available for checkout to students. This will ensure that all students, regardless of their economic situations, have the same access to district resources. In addition, the district will provide wireless 3G internet access to households who do not have access to the Internet, in order to ensure that all students have the means to access all online district resources.

Finally, in accordance with the General Education Provision Act (GEPA), the program will provide equal access and treatment without regard to gender, race, origin, color, or handicap. The district will utilize the needs assessment that was conducted during the planning phase to identify barriers and develop solutions.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

TEA Program Requirement 3: Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Alignment with Current Curriculum and Instruction:

The mission of Bastrop Independent School District is to motivate and ignite passion for life-long learning and successfully prepare all students to compete globally by ensuring engagement in a diverse, rigorous, and relevant learning experiences that incorporates 21st Century Skills.

To support a 21st Century education to students, the state requires integration of technology applications skills identified by the SBEC Technology Applications Standards, especially those skills that support lesson planning and curriculum integration. The district has dedicated staff and time to development of professional learning communities (PLCs) committed to aligning state standards with curriculum. A district instructional specialists is assigned to each PLC to support integration of state standards. An emphasis has been placed on developing technology competency among all instructional specialist and ensuring a portion of district PLC time is dedicated to tech apps integration.

Classroom Management Policies/Practices:

Providing students and staff with a 21st century digital learning environment is a part of the Bastrop ISD mission statement. Beginning with the 2011-2012 school year, Bisd allowed students to possess personal mobile telephones and other electronic devices (laptops, smart-phones, eReaders, tablets, etc.) to use at specified times during day.

Teachers utilizing BYOT were asked to:

- Create procedures for proper use of tech in the classroom and review them often.
- Be consistent.
- Utilize district technology in conjunction with BYOT.
- Don't be afraid to pair/group students with BYOT devices with non-BYOT students

The open technology integration policies set forth by the district create an environment that embraces student use of technology and encourages students to bring their tools to classroom. The technology lending program grant allows students to utilize district owned devices as personal tools when BYOT devices are not available.

Finally, the district created the Bisd Responsible Use Policy to further support vision of technology use in the classroom, encouraging in our users a strong sense of digital citizenship. This policy applies to all Bisd computer networks, the resources available on those networks, and all devices connected to those networks.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

TEA Program Requirement 4: Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Grade Level and Subject Use of Adopted Digital Content: The district selected the following campuses to participate in the TLPG Program: Bastrop High School, Cedar Creek High School, Bastrop Middle School, Cedar Creek Middle School, Bastrop Intermediate School, and Cedar Creek Intermediate School. The chart below provides a breakdown of the grade-level subject areas and digital content to be utilized at each of the campuses:

	Purpose	ELA	Math	Science	Social Studies	Grade Level
Google Apps for Education (GAPE)	Can be used to send emails, create content (documents, spreadsheets, forms, presentations, etc.), organize their time in a calendar, and create communication tools, such as websites.	✓	✓	✓	✓	5-12
Discovery Education	Provides access to Discovery Education Streaming resources. Includes access to teacher lesson plans and worksheets.	✓	✓	✓	✓	5-12
Classroom WebPages	Provides students with homework assignments, objectives and calendars, classroom syllabus, and shared resources.	✓	✓	✓	✓	5-12
Online Curriculum	Provides digital access to class textbooks and online curriculum.	✓	✓	✓	✓	5-12
My Virtual Reading Coach	Provides unique and effective reading solutions that motivate students to be active participants.	✓				5-12

The district currently utilizes Google Apps for Education with all students in grades 5-12. All teachers are required to utilize web pages to communicate with parents and students. Teachers and students engage with digital course content as part of the district required curriculum. The district also provides leveled instruction via applications accessible from home and school.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

TEA Program Requirement 5: Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Professional Development for Teachers: To provide a 21st Century education to students, professional development opportunities have been provided to all campus teachers. This includes technology applications skills identified by the SBEC Technology Applications Standards, especially those skills that support lesson planning, classroom management, and administrative tasks.

The targeted campus' teachers are very comfortable with technology and use it regularly in their classrooms. To meet the needs of Texas students and prepare them for success in the 21st Century, the district has devoted significant time and resources to the adequate preparation of on-going professional development for teachers. In addition, each teacher has attended professional development training on the use of the digital content being utilized in his or her classroom. This initiative is responsive to the needs of teachers because it provides content-focused strategies and technology tools appropriate for each subject area and grade level.

TEA Program Requirement 6: Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Existing Infrastructure and Technical Support Sustain Students' Use of Devices: The district's infrastructure for technology focuses on hardware, software, and human infrastructure (the capabilities or proficiencies of those who use the technical components). The infrastructure of each campus will be the critical element for support of the TLPG Program.

Each campus has the **hardware** available and the connecting peripherals such as the network connections and the resulting communications capabilities to enable the devices to function properly. The infrastructure provides the foundation for software applications, computer programs such as graphics or spreadsheets, and the TEKS content.

The **software** being utilized by the district to provide digital instruction reflects up-to-date knowledge from scientifically based research and effective practices. The district chosen technology-based curriculum, teaching tools, and assessments are proven to be measurably effective.

The district is confident that each of the participating campuses has adequate hardware and software infrastructure to ensure it is able to support the additional devices.

Schedule #17—Responses to TEA Program Requirements (cont.)

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On this date:

Via telephone/fax/email (circle as appropriate)

By TEA staff person:

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

TEA Program Requirement 7: Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Internet Access to the Homes of Students: The district will provide residential Internet access for students, particularly Economically Disadvantaged students, who checkout equipment as part of the Technology Lending Program.

District geography encompasses an area 433 square miles. Because the district encompasses large rural areas, hard-lined internet access is not always available. To address this issue, internet access will be provided via 3G wireless cards imbedded in each device. By utilizing pre existing 3g wireless infrastructures, students will be able to overcome barriers that resulted from a lack of wired infrastructure in their rural communities. Students will use the 3G networks coverage area to gain access to the internet during off campus hours, at home, on the bus, or when traveling throughout the state.

TEA Program Requirement 8: Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Staff at each of the participating campuses is well versed in the use of all types of technological devices. Each teacher has the knowledge and experience to assist students in basic troubleshooting of their devices and answering any questions that may arise. All professional educators (including teachers, administrators, and librarians) have mastered the State Board for Educator Certification (SBEC) Technology Applications standards, as mandated for all beginning teachers. In addition, each teacher has been provided with professional development training on the digital content that will be utilized by the students.

If the technical issue proves more difficult to resolve, the technology staff utilizes a helpdesk system and will provide technical support to all participating staff and students. Campus media specialists will be the primary contact for utilization of the helpdesk system for student devices. As devices are returned from checkout, media specialist will consult with the student and visually inspect devices. If an issue is present a helpdesk ticket will be issued and promptly responded to by the technology staff.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

TEA Program Requirement 9: Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Check-out Check-in Process:

Students interested in participating in the Technology Lending Program Grant learn about its availability through campus communication and outreach. Interested students will obtain a Technology Lending Program Agreement from the campus-based media specialist. Students must complete the form, have their parents review the information and sign the document, and then return the document to the Campus Media Specialist. Once a Lending Agreement is on file the student will have the ability to checkout a chromebook from the library for a 1 week period. Librarians will utilize a barcode scanning system and the Destiny Checkout program to maintain an inventory of devices. Students are expected to treat the device as any other instructional item, return it on time, and keep the device in good working order.

Responsible Persons:

Responsibility for the device and the program is over arching. Per district Responsible Use Policy the user is required to maintain the device in good working order and use it appropriately. The Campus Media Specialist will maintain checkout logs, lending agreements, and perform basic maintenance checks. Media Specialist will provide data to district technology coordinators for evaluation and adjustment to program objectives as needed. The Coordinator of Digital Learning will consult with Media Specialist regarding program implementation and areas of need. The technology coordinator will ensure maintenance and support for devices is responsive and appropriate.

Competing Need:

By default students without access to a device will seek out the TLPG devices to complete district curricular requirements; however, technology lending agreements will be reviewed and students identified as Economically Disadvantaged will be given priority in cases where multiple students seek use of the device.

Maintenance:

Campus staff at each of the participating campuses are well versed in the use of all types of technological devices. Each teacher has the knowledge and experience to assist students in basic troubleshooting of their devices and answer any questions that may arise. Campus Technology Integration Guides (TIGs) provide the next layer of troubleshooting support, providing more detailed support for the utilization of chromebook applications and user logins.

If the technical issue proves more difficult to resolve, the technology staff utilizes a helpdesk system and will provide technical support to all participating staff and students. Campus media specialists will be the primary contact for utilization of the helpdesk system for student devices. As devices are returned from checkout, media specialist will consult with the student and visually inspect devices. If an issue is present a helpdesk ticket will be issued and promptly responded to by the technology staff. Each device will have a multi-year warranty to help support these repairs.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 011-901

Amendment # (for amendments only):

TEA Program Requirement 10: Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Local Policy for Accounting Technology Lending Equipment: The district shall conduct an annual physical inventory of all purchased devices. The results of the inventory shall be recorded in the district's files. Reimbursement and/or replacement shall be made for all instructional materials determined to be lost. 19 TAC 66.107(a)

The student must return the issued device to the teacher at the designated time or when the student withdraws from school. Each student and his/her parent or guardian is responsible for any device not returned in an acceptable condition by the student. A student who fails to return in an acceptable condition any device shall forfeit the right to free instructional materials and technological equipment until the device previously issued but not returned in an acceptable condition is paid for by the student, parent, or guardian.

If the device is not returned in an acceptable condition and payment is not made, the district may withhold the student's records, but shall not prevent the student from graduating, participating in a graduation ceremony, or receiving a diploma. However, in accordance with Student Records (Policy FL) and Public Information Program Access To Public Information (Policy GBA), students have a right to copies of any and all district records that pertain to them.

In addition, the district will use grant funds to purchase a multi-year warranty policy that will cover equipment for up to three years. The multi-year warranty will be payable as a single invoice received during the grant period. This will extend the life expectancy of the devices for up to a minimum of three years, thus allowing more students to benefit from the use of the devices.

TEA Program Requirement 11: Applicants must describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement may incorporate an existing *Responsible Use Policy* by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district has developed a Technology Lending Agreement in accordance to the required guidelines of the TLPG Grant. In order for any student to be eligible to obtain a portable device, the student's parent or guardian must first sign and return the District Technology Lending Agreement, which provides that the student and the parents/guardians agree not to misuse the equipment and instead use it in an environment that promotes the safe and protected use of the equipment. Information required to be furnished in the agreement includes:

Items included in the Lending Agreement

- | | |
|---|---|
| <ul style="list-style-type: none"> • Student Name; • Student ID#; • Grade Level; • Number, if any, siblings enrolled in district; • Parent's Name; • Address; • Home Phone; • Signature of Legal Guardian; • Digital Citizenship Competency Score – per district assessment. | <ul style="list-style-type: none"> • Campus; • Description of device checked out; • Barcode #; • Serial #; • Date Checked out; • Date Checked in; • Condition of device; • Included software; and • Signature of Authoring Official. |
|---|---|

Responsible Use and Care of Equipment, Digital Resources, and Internet: Furthermore, the District Technology Checkout Agreement will provide parents with the following information: 1) Proper care and maintenance of the device; 2) Allowable use of device; 3) Steps for reporting issues with device; 4) Availability of Internet access at home; and 5) Returning of device to district.

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